

Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive Officer/TR

DATE: 11 July 1956

FROM : Chief, Instructional Services Branch/SS/TR

SUBJECT: Weekly Activity Report No. 28
6 - 11 July 1956

SIGNIFICANT ITEMS

None

OTHER ACTIVITIES

1. Overseas Training Support

a. Psychological Warfare Bibliography. The quarterly bibliography of PsyWar materials for WE [] and WE [] have been compiled by the Library Research staff; approximately 80 entries are included.

b. OTR Library Accessions List. The May-June accessions list is currently being typed in final form for printing; material will be checked with AO/OS prior to printing.

2. Research and Bibliography

a. The Library Staff has completed a reference request for materials dealing with the history of the Red Army; requested by [] LAS

b. Northeast Asia: A Bibliography for Classroom Study. The Library is currently editing the list prepared by C/Eastern Dept./LAS; date of completion of publication is scheduled for 19 July 1956.

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3. Printing and Reproduction Services

a. Instructor's Guide to Current References: the 9 July issue has been received from Printing Services Division/OL, and the regular distribution has been made.

b. OTR Bulletin No. 16: AB distribution has been made from PSD/OL on Friday, 6 July; copies will be distributed to graduating students in all OTR courses.

c. An American Thesis, new edition, 1956. The printing of the booklet is now complete and it is available for immediate dissemination.

4. Reorganization of LAS Library Sub-units.

The proposal made by C/LIB/ISB in his memo of 7 June 1956 "Recommendations for Reorganization of the OTR Library Services" was to centralize all LAS books in the central OTR Library in R&S Building. C/LAS C/LIB/ISB, have discussed this matter in detail. C/LAS suggests extensive modification on the basis that students will not go to R&S for reading materials. Consequently, he recommends that the sub-units be retained; that instructors retain 2 copies of each text used and all reference works; that all multiple copies of a text ordered for course use be retained in R&S storage until used for a course, when the students will come to R&S to borrow them for the extent of the course; that the sub-units weed out their collections every six months returning materials to R&S library; that only 5 instead of 9 sections of the stacks currently on order for Quarters Eye be sent there and erected; that important journals (Far East Quarterly, etc.) be routed to the instructor concerned for his use for one month, rather than build back files. These recommendations are constructive modifications to the original proposal; it was felt that the scattered collections should be entirely centralized in R&S Building, overcoming a duplication in work loads and the purchase of books.

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5. Attendance at the Language Film Program

a. Russian	5 July		persons
b. Japanese	10 July		"
c. Russian	11 July		"

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6. The work on the installation of the new 16 mm. Eastman-Kodak movie projector in the R&S Building auditorium will be completed by 13 July. The equipment will be ready for classroom use starting 16 July.

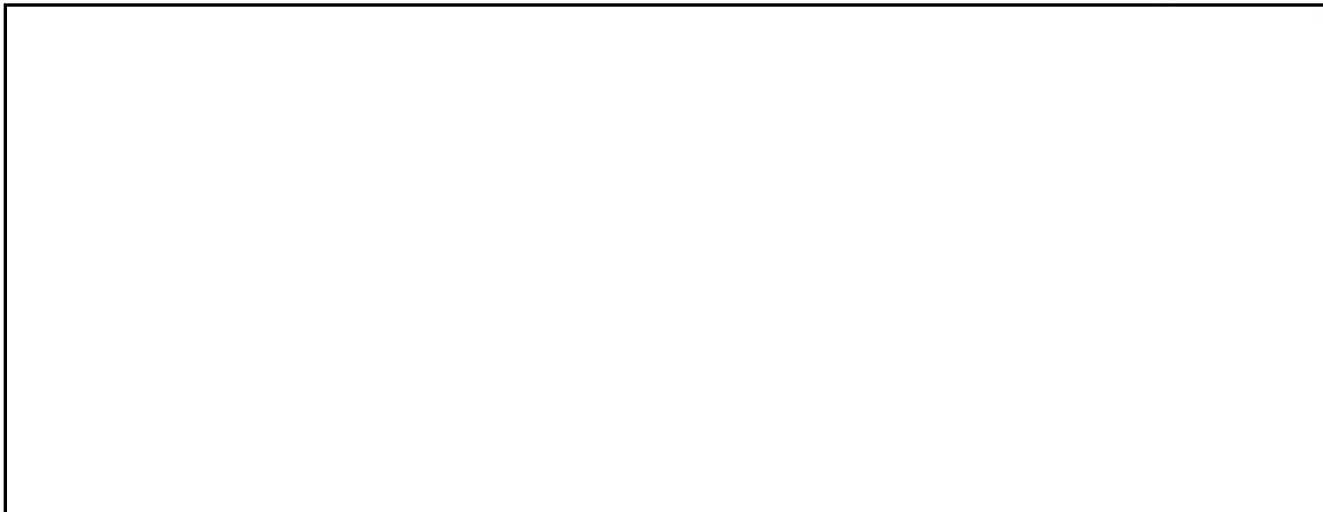
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7. Personnel Notes



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